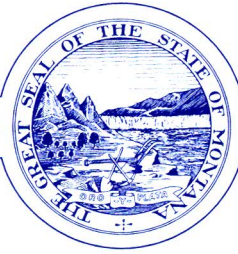


DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES



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SENIOR & LONG TERM CARE DIVISION
PO BOX 4210, 2030 11TH AVE
HELENA, MT 59604-4210

October 23, 2012

To: Agency Based Personal Assistance Providers
Self-Directed Personal Assistance Providers
Home and Community Based Waiver Providers

From: Abby Holm

A handwritten signature in blue ink, appearing to read "Abby Holm".

RE: Direct Care Worker One-Time Funding for Fiscal Year 2013
Due Friday, November 2, 2012

The 2011 Montana legislature approved funding for a wage initiative for direct care workers for fiscal year (FY) 2012 and 2013. The wage initiative for direct care workers was allocated as a one-time appropriation. A one-time appropriation means that it will not be included in the Department's base budget after FY 2013. If the next legislature does not take specific action to continue this direct care wage initiative, funding will no longer be available.

As was the case with the funding in FY10 and FY11, the funding amount will not be added to a provider's reimbursement rate, rather it will be distributed in two installments as a gross adjustment.

Each provider will receive an amount that was calculated based on their projected percentage of direct care service utilization for FY 12. The gross adjustment will be made in two phases, one commencing November 2012 and one commencing January 2013. The adjustments will be made to the primary provider number under which the provider bills Medicaid direct care service. For more details please review the enclosed application.

I have enclosed the application and a notification letter with your agency's lump-sum allocation. The application must be completed in order to receive the One-Time Direct Care Worker Lump Sum funding. Providers will receive the gross adjustment outlined in the notification letter once they receive approval of their application. Please note that the application is due Friday, November 2nd.

A supplemental reporting form (PART C) has been included in the application. This form gathers information on the number of employees, number of FTEs, entry wage, average wage, etc. for each provider agency. This information will supply updated data on how the direct care wage funding has been used to support direct care workers. Once the information is complete we will compile this information and distribute a report to all providers. We strongly urge you to fill out this information as support for the continued need for direct care wage funding.

If you are not interested in participating in this funding initiative please notify Abby Holm at abholm@mt.gov or (406) 444-4564. If we do not receive your application by the deadline you will not be eligible for the funding. We look forward to working with you to recognize your direct care workers.